

Some Training Suggestions

This topic will lend itself very well to a "walkabout." Have your trainees make notes as you tour the area of everything they spot as a definite, probable, or possible hazard. Then discuss—and fill in anything they should have noted but didn't. It might be worth asking for input here as to why these things weren't recognized as possible hazards.

You may also be surprised by having certain potentially risky conditions noticed by the group that you hadn't spotted yourself. Don't let this bother you; just be glad it will boost their self-esteem and their determination to remain alert.

Obviously there will be a certain part of office danger that they have not seen while "on tour." That is the behavior of office personnel. You won't, for example, have seen anyone climbing on a rolling chair to reach something from a high shelf—and yet using something other than a stepladder for this task has caused many office accidents.

As a check on how much was learned, and retained, perhaps you would want to schedule another office safety "inspection" with the same group a month or so later.